

Emergency Wetland Permit Application Type I



Handout #35-F Revised 1/6/03

What is an Emergency Wetland Permit?

Under Section 13.36.490 of the Clark County Wetland Protection Ordinance (WPO), the County may issue a temporary Emergency Wetland Permit in cases where there is an unacceptable threat to life or loss of property. This is most likely to occur in cases such as emergency flood control or slope stabilization projects associated with severe wet weather events.

When can the County authorize an Emergency Wetland Permit?

The Planning Director may issue a temporary emergency wetland permit, either before or after the fact, under the following circumstances:

- It is determined that an unacceptable threat to life or loss of property will occur if an emergency permit is not granted; and;
- The anticipated threat or loss may occur before a permit can be issued or modified under the procedures otherwise required by the WPO and other applicable laws.

What is the Type I application process?

The first step is to submit a completed Type I Emergency Wetland Permit Application Form and fees, together with the 3 copies of the required submittal items to the Customer Service Center. The County will review the submittal and issue a decision based on the merit of the application and urgency of the proposed work. The County has the authority to waive or require any of the preliminary and/or final wetland permit requirements normally associated with a wetland permit for the emergency wetland permit either before the Emergency Wetland Permit is issued or as a condition of approval.

What kind of public notice is provided?

The County has 10 days from the date an Emergency Wetland Permit is issued to publish notice in a newspaper of general circulation in Clark County.

What is a Staff Report and when will the Decision be made?

The County staff's role is to prepare a Staff Report that summarizes their review of the proposal against the requirements of the Clark County Code (CCC). In this report, staff will make a decision to approve, approve with conditions, or deny the application. If the proposed work has not already been completed, approval to proceed may be granted within two working days, if the Planning Director determines that immediate action is warranted. A complete Staff Report with any necessary conditions of approval will be issued within 21 days of receipt of a complete application.

Can the decision be appealed?

Type I decisions may be appealed to the County Hearings Examiner by the applicant or any person or group. An appellant must submit an appeal application and **\$1009** fee within 14 calendar days after notice of the decision is published.

Can an emergency wetland permit be revoked?

County can revoke an emergency wetland permit if it is determined that the authorized activities are no longer required to protect life or property, or if conditions of approval are not met.

After the Emergency Wetland Permit is approved, what is next?

Emergency Wetland Permits are valid only for the time necessary to complete the proposed work up to a maximum of 90 days. The County may use a parcel hold or application hold for associated applications in order to ensure that required mitigation measures and/or conditions of approval are satisfied after the permit expires.

Note: This handout is not a substitute for county code. For more detailed information, please refer to Clark County Code, Chapter 13.36.490.

**Public Service Center
Department of Community Development
1300 Franklin Street
P.O. Box 9810
Vancouver, WA 98666-9810
Phone: (360) 397-2375; Fax: (360) 397-2011
Web Page at: <http://www.clark.wa.gov>**

DEVELOPMENT REVIEW EMERGENCY WETLAND PERMIT APPLICATION SUBMITTAL REQUIREMENTS

The following checklist identifies information required to be included with Preliminary Wetland Permit Application. **All** items with a bold underlined space (*i.e.*,) must be submitted before the application will be considered “Counter Complete.” **All** items with a box to the left (*i.e.*, ☐) must be submitted before the application will be determined “Fully Complete.” All bulleted items (*i.e.*, ♦), must be submitted, as applicable, but are not a “Fully Complete” requirement. **At the time of application only one copy, bound by a jumbo clip or rubber band, with original signatures, shall be submitted.** Upon a determination that the original application is Fully Complete, the applicant will be contacted and directed to submit an additional five (5) copies with all revisions and additions included.

1. **APPLICATION FORM** — The application form shall be completed and original signed in ink by the applicant.
2. **APPLICATION FEE** — The requisite fee for a preliminary wetland permit review shall accompany the application. The check is to be made payable to "Clark County Community Development."
3. **RECENT AERIAL PHOTOGRAPH** — at a scale no smaller than 1" = 400' with the project limits clearly indicated.
4. **NARRATIVE OF EMERGENCY PLAN**
 - ☐ **General project description**
 - ☐ **Description of the Existing Conditions Map**
 - ☐ **Justification for Requesting an Emergency Permit**
 - ☐ **A Discussion of the exact sites, specifications, and justifications** for all regulated activities including the areas, volumes (fill and removal), and methods of all proposed wetland and buffer impacts.
 - ☐ **Summary of conceptual mitigation plan**
 - ☐ **Project schedule**
5. **EXISTING CONDITIONS MAP** — at a scale no smaller than 1" = 100'
 - ☐ **All known wetlands, ordinary high water marks, and wetland and/or habitat buffers**
 - ☐ **Topography (10 ft contour minimum)**
 - ☐ **Vegetation coverage** (*i.e.* plant communities)
 - ☐ **Soil conditions**

6. ____ **EMERGENCY PLAN DRAWINGS** — 11" x 17" or 8 1/2" x 11" at a scale no smaller than 1" = 100'

- ☐ **Site plan** showing the location, width, depth, and length of all proposed construction activities.
- ☐ **Plan summary of impact and mitigation areas**
 - ◆ Grading plan for all creation and work within existing wetlands and buffers
 - ◆ Planting plan (*i.e.* species, quantities/densities, stock types, and locations)

7. **SUBMITTAL COPIES:**

____ **Two (2)** individually bound copies (*e.g.*, using jumbo clips, stapled, comb or spiral binding, etc.), of the full application package shall be submitted.

____ Include 2 sets of reduced copies of 11" x 17" for all sheets larger than 11" x 17."

This application was determined to be Counter Complete on: ____/____/____

Community Development Specialist: _____

<p style="text-align: center;">TYPE I EMERGENCY WETLAND PERMIT REVIEW FEE SCHEDULE</p>

1 ACRE OF MORE OF TOTAL WETLAND AND/OR BUFFER IMPACT:	\$1,561
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LESS THAN 1 ACRE OF TOTAL WETLAND AND/OR BUFFER IMPACT:	\$780
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DEVELOPMENT REVIEW APPLICATION FORM

(Form DS1400-Revised 2/19/02)



PROJECT NAME:		
TYPE(S) OF APPLICATION (See Reverse Side):		
DESCRIPTION OF PROPOSAL:		
APPLICANT NAME:		Address:
E-mail Address:		Phone and Fax:
PROPERTY OWNER NAME (list multiple owners on a separate sheet):		Address:
E-mail Address:		Phone and Fax:
CONTACT PERSON NAME (list if not same as APPLICANT):		Address:
E-mail Address:		Phone and Fax:
PROJECT SITE INFORMATION: Site Address:		Comp Plan Designation:
Cross Street:	Zoning:	Serial #'s of Parcels:
Overlay Zones:	Legal:	Acreage of Original Parcels:
Township:	Range:	¼ of Section:

AUTHORIZATION

The undersigned hereby certifies that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient cause for denial of the request. This application gives consent to the County to enter the properties listed above.

Authorized Signature

Date

Assigned at Customer Service Center	CASE NUMBER:	
	WORK ORDER NUMBER:	

APPLICATION TYPES

If you have any questions regarding the type of application being requested, our Customer Service Center will be happy to assist you.

- ☐ Annual Review
- ☐ Appeal
- ☐ Boundary Line Adjustment and Lot Reconfiguration
- ☐ Conditional Use

Environmental/Critical Areas:

- ☐ Archaeological
- ☐ Critical Aquifer Recharge Area (CARA)
- ☐ Columbia River Gorge
- ☐ Forestry + (Moratorium Waiver, Moratorium Removal, Class I, Class IVG or COHP)
- ☐ Floodplain
- ☐ Geological
- ☐ Habitat
- ☐ Historic
- ☐ SEPA
- ☐ Shoreline
- ☐ Wetland

Land Division:

- ☐ Binding Site Plan
- ☐ Final Plat
- ☐ Plat Alteration
- ☐ Short Plat
- ☐ Subdivision

Miscellaneous:

- ☐ Addressing
- ☐ Accessory Dwelling
- ☐ Covenant Release
- ☐ Garden Shed Setback Waiver
- ☐ Home Occupation
- ☐ Legal Lot Determination & Innocent Purchasers Determination
- ☐ Non-Conforming Use Determination
- ☐ Reconstruct Letter
- ☐ Sewer Waiver
- ☐ Shooting Range
- ☐ Sign

Planning Director Review:

- ☐ Post Decision
- ☐ Pre-Application Conference
- ☐ Pre-Application Waiver
- ☐ Public Interest Exception
- ☐ Similar Use
- ☐ Temporary Use
- ☐ Other

- ☐ Planned Unit Develop/Master Plan
- ☐ Road Modification
- ☐ Site Plan
- ☐ Variance
- ☐ Zone Change